

~~CONFIDENTIAL~~

20 JAN 1964

MEMORANDUM FOR: Office of Personnel

THROUGH: Office of Finance

SUBJECT: Advance Sick Leave - [REDACTED]

25X1A9a

25X1A9a

1. It is requested that 48 hours of sick leave be advanced Mr. [REDACTED] for the period 2 January through 10 January 1964.

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2. Attached is a memorandum from Mr. [REDACTED] supervisor and a copy of the doctor's certification. Standard Form No. 71, Application for Leave, will be submitted to Fiscal Division, Payroll Branch, and to the Medical Staff.

25X1A9a

[REDACTED]
Deputy Chief, Confidential Funds Division

Attachments

CONCUR:

APPROVAL:

Office of Personnel

Date

Distribution:

- Orig & 3 - Addressee w/att
- 1 - Off of Finance
- 1 - Medical Staff
- 2 - Conf Funds Div ✓

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OFF of Finance/Conf Funds Div/ [REDACTED]

:dbt (7431)

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~~SECRET~~

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